

POSITION TITLE: Cabinet-Purcell Mountain Corridor (CPMC) Program Coordinator
Posting Date: February 1, 2018
Closing Date: February 23, 2018

ABOUT THE ORGANIZATION: The Yellowstone to Yukon Conservation Initiative (Y2Y) is a joint Canada-US not-for-profit organization with a mission to connect and protect wildlife habitat from Yellowstone to Yukon so people and nature can thrive. Y2Y takes a scientific approach to conservation and is upheld as a global leader in large landscape conservation. Visit www.y2y.net to learn more.

CABINET PURCELL MOUNTAIN CORRIDOR PROJECT COORDINATOR POSITION DESCRIPTION

The Cabinet Purcell Mountain Corridor Project Coordinator reports to the US Program Director and is responsible for planning, implementing, and managing conservation projects in the US portion of the Cabinet Purcell Mountain Corridor (CPMC) within the Yellowstone to Yukon region.

BACKGROUND

The Cabinet Purcell Mountain Corridor is one of the most important linkages in the entire Yellowstone to Yukon region that allows wildlife to move between Canada and the US. It borders three priority areas – Central Canadian Rocky Mountains, Crown of the Continent and the Salmon-Selway-Bitterroot, which each hold national parks or wilderness areas important for wildlife. For thirteen years, Y2Y has coordinated a collaborative effort to protect, connect, and restore habitat in this critical linkage zone. Y2Y has brought expertise to the region to restore forest roads, habitat restoration, and safe wildlife passage on Highway 2 in Montana and Highway 95 in Idaho.

PRIMARY DUTIES AND RESPONSIBILITIES:

The purpose of this position is to help develop and implement conservation projects in the CPMC. The CPMC Project Coordinator will lead existing restoration projects in north Idaho, implement a highway mitigation strategy on Highway 95, identify opportunities for future conservation projects, and raise awareness about Y2Y. The CPMC Project Coordinator will work with the US Program Director to implement the existing Cabinet Purcell conservation plan.

The general objectives of the position are to build and maintain partnerships with local, state and federal agencies, landowners, Tribes and NGO partners to:

- Further connectivity conservation for large carnivores and other wildlife.
- Protect habitat connectivity across private and public lands in the CPMC.
- Increase safe wildlife passage on highways in Montana and Idaho.
- Raise awareness of CPMC projects, partners, and the vision of Y2Y.

SPECIFIC DUTIES:

- Based on the best available science, identify opportunities and priorities to promote habitat connectivity and grizzly bear populations in and around the CPMC.
- Coordinate restoration projects with contractors, volunteers, agencies, landowners, and partners.

- Develop and maintain positive relationships with community partners such as, but not limited to, NGOs, Tribes, agencies, funders, community partners, government representatives, and others.
- Work with NGOs, agencies, Tribes and other stakeholders to promote highway mitigation for wildlife in Idaho and Montana.
- Regularly visit conservation project field sites and partners; ensure strongly targeted and effective projects.
- Write, report and administer project grants and contracts. Identify funding sources, create and manage project budgets and work plans.
- Coordinate annual partner meetings and events.
- Liaise with the US Program Director and the BC/NWT Program Director to ensure clear communications and strategic project implementation throughout the CPMC.
- Oversee the development and/or review of internal communication materials related to the CPMC, including program newsletters and announcements.
- Increase awareness, understanding of, and support for the Yellowstone to Yukon vision throughout NW Montana and North Idaho.
- Identify and facilitate opportunities for cross-program collaboration and support throughout the CPMC and with neighboring ecosystem projects.

QUALIFICATIONS:

- Ability to work independently and remotely, with minimal supervision, demonstrating flexibility and teamwork within an entrepreneurial environment.
- Strategic understanding and experience with public and/or private land conservation, natural resource and transportation agency policies and processes, and a solid understanding of conservation science.
- Familiarity with CPMC landscape, conservation issues including grizzly bear recovery and other important regional conservation priorities, and an existing network of professional contacts in the region.
- Excellent oral and written communication skills, including public presentations;
- Demonstrated ability to fundraise.
- Willingness and ability to work cooperatively with a wide range of individuals with diverse backgrounds.
- Familiarity with Microsoft programs, financial reports, and grant writing.
- Ability and willingness to travel regularly throughout the CPMC and Y2Y region.
- Sense of humor and the ability to have fun.
- Commitment to the mission and goals of the Yellowstone to Yukon Conservation Initiative.

PHYSICAL REQUIREMENTS: This job will involve indoor and outdoor related work. The office related tasks will require good personal communication/telephone and computer skills. The position includes hiking over rough terrain to view field sites and meet with land managers in the field. A valid driver's license and access to a vehicle for travel to reach various field sites is required.

Y2Y strongly encourages Indigenous people and minorities to apply.

JOB LOCATION: The ideal candidate will live in northwest Montana or north Idaho. This is a remote position that can be fulfilled from a home office with adequate internet and wireless service. The candidate must be willing to travel throughout the CPMC region regularly and other portions of the Y2Y region on occasion. Y2Y will reimburse approved out-of-pocket expenses.

HOURS OF WORK AND SALARY: This is a full-time position (37.5 hours a week). Some weekend travel and work may be required. Salary is Dependent on Experience. Benefits include matching retirement, health stipend, and generous personal time.

TO APPLY: Please send a resume, a cover letter detailing your qualifications, a writing sample, and three professional references to: catherine@y2y.net; Attention: Catherine Pao, Finance and Human Resources Manager; Subject: "Your Name" - Application for CMPC Project Coordinator.

No phone calls please. Only those candidates selected for an interview will be contacted.